



**CITY OF NEWARK  
DELAWARE**

**Newark Transportation Improvement District Committee Meeting**

**Date/Time:** Wednesday, August 12, 2020, 1:30-3:00 p.m.

**Location:** **NOTE: Virtual Meeting – Microsoft Teams – See Attachment 1**

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**AGENDA**

1. Welcome and introductions All (5 mins)
2. Online meeting logistics and expectations AECOM (5 min)
3. Approval of July 8, 2020 meeting minutes Committee (5 mins)
4. Future Condition Analysis DeIDOT (40 mins)
  - a. Updated Existing vs Future Condition Analysis
  - b. Review and selection of appropriate Travel Time and/or Capacity Standard(s)
5. Committee recommendations for Service Standards DeIDOT and Committee (10 mins)
  - a. Finalize draft Service Standards language of the TID Agreement
6. Public meeting logistics All (10 mins)
  - a. Continued discussions on meeting format – virtual with optional in-person
  - b. Potential date(s), time(s), and venue/preferred virtual platform
7. Status of Agreement DeIDOT and City (5 mins)
  - a. Future amendments
8. Feedback on meeting and process Committee (5 mins)
  - a. Likes and dislikes
  - b. Effectiveness of online meeting forum
  - c. Recommendations for next meeting
9. Public Comments Public (5 mins)

The above agenda is intended to be followed, but is subject to changes, deletions, additions, and modifications, as permitted under the Freedom of Information Act of the State of Delaware. The agenda is posted (7) seven days in advance of the scheduled meeting in compliance with 29 Del. C. Section 10004 (e)(2). Copies may be obtained at the Planning and Development Department, 220 South Main Street, or online at [www.newarkde.gov](http://www.newarkde.gov).

**Agenda Posted – August 5, 2020**

Attest:

Sworn by:

\_\_\_\_\_  
City Secretary

\_\_\_\_\_  
Notary Public (seal)

# Attachment 1

## Microsoft Teams Virtual Meeting Instructions

As stipulated by the State of Emergency declaration in Delaware, in-person attendance at public meetings is not permitted during the COVID-19 situation. Newark City Council and the City Manager have modified FOIA requirements to allow for virtual meetings.

The City and its partners request that participants use their computers for this meeting. Computers will allow viewing of the presentations and provide other functionality. Click the below "[Join Microsoft Teams Meeting](#)" link and use your computer's microphone and speaker to communicate. Participants can also call in using their phone to the provided 877 number if they do not have a computer or their computers are not equipped with speakers and microphones. If participants don't use computers, they can still call-in using the 877 number but will be unable to see the handouts and other material.

Important tips for the call:

- When speaker is presenting, everyone else's microphone or phone should be muted to minimize background noise and echoes. The presenter or moderator will pause at the end of each major portion of the agenda so Committee members can unmute their computers or phones to ask questions or provide comments.
- When commenting or asking questions, participants should first state their name.
- Committee members or anyone from the public who have questions or want to make a comment can use the "Conversation" button to let AECOM moderator know. Comments or questions can also be emailed before or during the meeting to [david.athey@aecom.com](mailto:david.athey@aecom.com). Any comments or questions received will be read into the record and included in the meeting minutes. The sender will need to provide their first and last names.
- Participants should turn off their computer's camera.

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[\(877\) 286-5733](#) United States (Toll-free)

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Join with a video conferencing device

[176484854@teams.bjn.vc](mailto:176484854@teams.bjn.vc) VTC Conference ID: 1191837191

[Alternate VTC dialing instructions](#)

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